

**Uintah Basin Association of Governments
CDBG Application Rating Criteria
Data Sources and Rating Guidelines
FY 2007-2008**

Procedures:

- 1.All applications for CDBG funding will be made and processed in accordance with Utah State and Federal regulations.
- 2.Uintah Basin AOG will provide assistance in completion of the pre-application. Administrative functions provided after award of a contract will be on a fee for service basis. Funds for these fees (if any) must be included in the project costs submitted with the application.
- 3.Applicants must provide written documentation of the availability and status of any other funding for the project at the time the pre-application is submitted. Changes in funding after this time may result in a modified rating and ranking.
- 4.Uintah Basin AOG staff will evaluate each application according to the attached criteria. *The scores from the Uintah Basin AOG evaluation will be advisory only.* Actual ranking will be based on the Regional Review Committee (RRC) scores the day of the meeting.
- 5.Each applicant will have the opportunity to present their proposed project to the RRC prior to the rating and ranking, at which time any clarifications can be made.
- 6.Previously allocated funds which become available again, or funds received in excess of those anticipated at the time of the rating and ranking will be allocated at the discretion of the RRC to the next highest ranking project, or to partially funded projects, or distributed by some other means as determined by the RRC.
- 7.At the discretion of the RRC, higher-ranking projects may not be funded in favor of funding lower ranking projects if alternate funding is available to the applicant.
- 8.Uintah Basin Association of Governments Technical Assistance
 - \$16,000.00 – Housing
 - \$62,000.00 – CDBG Planning and Administration
 - \$78,000.00 Total allocation

Evaluation:

Evaluations by both Uintah Basin AOG and RRC members will be according to the following guidelines.

1. Grantee Performance: The grantee must have a history of successful grant administration in order to receive full credit in this category. First time grantees and grantees which have not had an application funded in the past 6 years will receive 20 points by default. Applicant's who's past performance was poor must present a plan, at the time of application, showing how they will overcome past problems. Partial credit will be awarded on the basis of this plan. Information on the past performance will be provided by the State Community Development Department and distributed by the Uintah Basin AOG prior to the RRC meeting.

2. Project Maturity: Has the project received sufficient planning, professional work, and cost estimates to provide evidence that it will be completed in the appropriate time (18 months).

3. Job Creation: Credit will be given for projects, which create or retain jobs. Projects, which create permanent jobs, will score 5 points per job, to a maximum of 20 points. Temporary jobs, like construction or other jobs that will only last the duration of the project, will be awarded 2 points per job, to the maximum of 10 points. Estimates on job creation will be provided by the applicant at the time of submission.

4. Housing: Improvement or expansion of housing stock. New housing or rehabilitation projects will receive 5 points per home. Projects, which directly impact the quality of local housing, infrastructure, housing services, or public works, may be awarded up to 25 points in this category. Number of homes and projects will be provided by the applicant at the time of submission.

***An *extra five points* will be awarded if the applicant has adopted and the proposed project demonstrates implementation of the community's Affordable Housing Plan.

5. LMI Population: Points will be determined by the percent of population that is Low - Moderate Income (LMI) **or** if a specific presumed LMI group is targeted. Percent of LMI will be obtained from the most current available census data (Pre-Approved List) or from the results of a DCED approved income survey conducted by the applicant of the project benefit area households. For a list of specific presumed LMI groups, call the AOG office. If a community is not on the Pre-Approved List, or targeting a specific presumed LMI group, a household survey will have to be conducted.

6. Financial Commitment: Projects with funds from local sources will be awarded 30 points. Projects with funds from outside the jurisdiction (state, federal, etc.) will receive an additional 20 points. Proof of additional funding status must be submitted with the application, or zero points will be given.

7.Consolidated Plan: Capital Improvements List. Projects must be included in this plan to be considered for funding. Applicant will receive maximum points for project if it appears in the one-year section of the plan.

8.Quality Growth- Communities that demonstrate their desire to improve through planning should receive additional points in the rating and ranking process.

9.Overall Project Merit: This category is intended for each RRC Board Member to establish an independent rating on which project they feel is the “Best Overall Project.” Only one vote for “Best Overall Project” per board member will be allowed. In the event of the challenge to the Rating and Ranking, individual members may be required to defend their decisions in this category. The Uintah Basin AOG advisory score will not include any points in this category.